

Planning Board Committee Meeting Minutes

November 5, 2019

Present

Mayor Basil Stewart
Deputy Mayor Norma McColeman
Councillor Bruce MacDougall
Councillor Justin Doiron
Councillor Barb Ramsay, Co-Chair
Councillor Greg Campbell
Councillor Brian McFeely, Chair
Councillor Carrie Adams, Co-Chair
Bob Ashley, Chief Administrative Officer
Rob Philpott, Director of Financial Services
Gordon MacFarlane, Deputy CAO and Director of HR & Legal Affairs
Aaron MacDonald, Director of Technical Services
Thayne Jenkins, Planning Officer
Linda Stevenson, Development Officer
Brian Hawrylak, HR Officer
Members of the Media
Members of the Public

Call to Order

The meeting was called to order

Agenda was approved

***Comprehensive Development Plan –
Slemon Park***

SUPPORTING EXPLANATION:

Purpose: The purpose of this application is to approve a general concept plan (Phase 1) for the existing lands zoned as Comprehensive Development Area (CDA) in Slemon Park (residential area).

Background: An application was received from Slemon Park Corporation for a portion of PID #70680 to have Phase 1 of their comprehensive development plan approved. The applicant intends to construct sixteen (16) single family dwellings, on Argus Avenue and Neptune Crescent in Slemon Park. The existing CDA zoning was approved by Council in October of 2017. The CDA zoning was necessary as Province of

PEI accepted the street network in Slemon Park and in doing so, the streets were subdivided from the large parcel which created a number of smaller parcels. The existing housing units did not meet any existing residential development standards, thus the reasoning for the current zoning of CDA. As well, there are mixed uses within the CDA zone. A comprehensive development plan was not required at the time of rezoning as the applicant had no intention for further development at the time of rezoning.

Report: As per Section 21.4(a) of the zoning bylaw;

The applicant shall submit a comprehensive development plan for Council's consideration in a form acceptable to the Development Officer, including the following information:

- i. boundaries of the site;
- ii. proposed land uses, including any parkland dedications;
- iii. proposed subdivision and road layouts;
- iv. proposed building sites and massing;
- v. proposed types, densities and numbers of buildings;
- vi. proposed development standards;
- vii. proposed servicing concepts; and
- viii. any other information required by the Development Officer.

In circumstances where development will be phased over a period of time, Council may approve a comprehensive development plan for each separate phase of development.

RECOMMENDATION: Technical Services staff recommend: That the application from Slemon Park Corporation for Phase 1 of their general concept plan be recommended to be approved by Council.

As per Section 5.10 (b, iii) of the Zoning Bylaw, the Planning Board shall make a recommendation to Council on this application before it is approved or denied.

The planning board recommendation whether carried or defeated will be brought forward for Council for a final decision.

PLANNING BOARD RECOMMENDATION: This application bears the recommendation of the Planning Board:

Moved by: Councillor Ramsay Seconded by: Councillor Adams

Motion:

Carried	X
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For	3
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Defeated	
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Against	0
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Adjournment

Motion It was moved and seconded;
That The meeting be adjourned.
Motion Carried

Technical Services Committee Meeting Minutes

November 5, 2019

Present

Mayor Basil Stewart
Deputy Mayor Norma McColeman
Councillor Bruce MacDougall
Councillor Justin Doiron, Chair
Councillor Barb Ramsay
Councillor Greg Campbell
Councillor Brian McFeely
Councillor Carrie Adams
Bob Ashley, Chief Administrative Officer
Gordon MacFarlane, Deputy CAO and Director of HR & Legal Affairs
Rob Philpott, Director of Finance
Brian Hawrylak, HR Officer
Aaron MacDonald, Director of Technical Services
Members of the Media

Call to Order

The meeting was called to order

Agenda was approved

Greenwood and Pope – intersection review

A review of the intersection of Greenwood Drive and Pope Road was recently undertaken by WSP. The review was to consider what modifications could be considered to the traffic control, intersection geometry, and lane alignment to improve traffic flow at this location. The Pope Road at Greenwood Drive intersection is a Two-Way STOP controlled intersection with free flow on Pope Road and stop controlled movements on Greenwood Drive.

The consultants collected the intersection turning movement and pedestrian counts during the morning, midday, and evening peak hours. The volume split between the major street (Pope Road) and the minor street (Greenwood drive) was found to be 82% / 18%. To estimate the design hourly volumes (DHVs) at the intersection, a factor of 1.1 (10% increase in volumes) has been applied to the 2019 observed average traffic volumes. This data was used to complete a Left Turn Lane (LTL) warrant analysis for the major street (Pope Road) approaches.

The data was also used to complete an All – Way Stop Warrant analysis. As a rule, an All-Way STOP is

best suited for an intersection where approach volumes are balanced with about 50% of the intersection approach volume on the major street and about 50% on the minor street approaches. A Transportation Association of Canada (TAC) All-Way STOP control warrant for the intersection of Pope Road at Greenwood Drive was prepared considering the 2019 average counts with 10% growth, and a lane configuration with single shared lane for right turns and through movements and an exclusive left turn lane on all approaches.

The data was also used to complete a Signal Warrant Analysis. The intersection review included completion of a traffic signal warrant analysis to consider whether traffic signals are the optimal form of traffic control. The signal warrant analysis uses vehicular and pedestrian volumes, and intersection, roadway and study area characteristics to calculate a warrant point value.

An additional signal warrant was conducted to determine if traffic signals would be warranted under this lane configuration and forecasted future traffic volumes (DHVs with 30% growth) to reflect a horizon year. A growth factor of 1.3 (30% increase in volumes) has been applied to the DHVs to reflect future conditions.

The consultants also used *Synchro 10.0*, intersection analysis software, to model the intersection operations with the 2019 data (DHV - design hourly volumes) as well as for future conditions (DHVs with 30% growth) to provide a comparison of intersection performance with alternate intersection traffic control. Intersection delays were considered for a number of different scenarios:

This study analyzed combinations of traffic control devices (i.e. Two-Way STOP Control (TWSC), All-Way STOP Control (AWSC) and Traffic Signals) with lane configurations to improve traffic flow with respect to existing and future conditions.

Scenarios analyzed included:

- Scenario 1** – Existing intersection layout with TWSC (DHVs);
- Scenario 2** – Left Turn Lanes on all approaches with TWSC (DHVs);
- Scenario 3** – Left Turn Lanes on all approaches with AWSC (DHVs);
- Scenario 4** – Left Turn Lanes on all approaches with Traffic Signals (DHVs);
- Scenario 5** – Left Turn Lanes on all approaches with TWSC (DHVs with 30% growth);
- Scenario 6** – Left Turn Lanes on all approaches with AWSC (DHVs with 30% growth); and,
- Scenario 7** – Left Turn Lanes on all approaches with Traffic Signals (DHVs with 30% growth).

LEVEL OF PERFORMANCE SUMMARY AND UPGRADE OPTIONS

Overall the intersection should be planned for future signal installation with left turn lanes on all approaches. The analysis indicated that installing unwarranted traffic signals now is shown to increase the overall intersection delay, whereas adding traffic signals in the future, when traffic volumes increase, is shown to reduce overall delays when compared to the unsignalized intersection.

While a roundabout analysis was not completed, the volumes are not balanced and would result in higher through traffic. In addition, it is expected that there is no adequate land available for the installation of a roundabout.

The cost for widening and adding left turn lanes to all the approaches is estimated to be in the range of \$100,000. With the geometric upgrades of the added left turn lanes already being constructed, the addition of traffic signals in the future is estimated to be in the range of an additional \$150,000.

SUMMARY

1. A Left Turn Lane (LTL) analysis was conducted for the Pope Road approaches, which indicated that exclusive left turn lanes are warranted on the eastbound and westbound approaches. which will reduce queuing caused by left turn maneuvers and increase safety for all vehicles. Consideration should also be given to the addition of exclusive LTLs on the minor street (Greenwood Drive) approaches to reduce delays as determined through the Level of Service analyses. By adding LTL on all approaches, the current delays on Greenwood drive would be reduced by a range of 45-60% in the evening peak.
2. Traffic Signal Warrant:
 - a. Traffic Signals are not warranted with respect to the 2019 design hourly volumes, current volume + 10%.
 - b. Traffic Signals are warranted with respect to the projected future design hourly volumes, current volume + 40%.
 - c. Adding traffic signals now will increase the delays on Greenwood outside the peak times.
3. Scenario 2 which is the existing traffic with adding left turn legs on all intersections, provides the best overall intersection performance by comparing all four legs of the intersection, this is the best option for today as well as an increase of 10% and also additional increases up to an additional 40%.
4. Performance analysis indicated improvement to operations with added left turn lanes for the 2019 DHVs, a reduced level of performance with an All-Way STOP and an improved performance with the additional traffic signals for the future DHVs.

RECOMMENDATIONS

1. The City of Summerside should consider installing exclusive left turn lanes on each approach at the existing intersection to improve intersection operations while planning for future installation of traffic signals.
2. The Pope Road and Greenwood Drive intersection should be re-reviewed every few years as nearby development occurs,

Staff will bring forward this item and recommendations as a budget item for consideration in the 2020-2021 budget. Staff will also have the area surveyed.

First Street Parking lot – accessible parking

Council was in a unanimous support of moving an accessible parking space in the parking lot to the south of the Police Station on First Street. There are currently two accessible spaces adjacent to each other, one of these spots will be moved closer to Summer Street and the entrance to the parking lot.

Adjournment

Motion It was moved and seconded;
That The meeting be adjourned.
Motion Carried

Municipal Services Committee Meeting Minutes

November 5, 2019

Present

Mayor Basil Stewart
Deputy Mayor Norma McColeman
Councillor Bruce MacDougall, Chair
Councillor Justin Doiron
Councillor Barb Ramsay, Chair
Councillor Greg Campbell
Councillor Brian McFeely
Councillor Carrie Adams
Bob Ashley CAO
Rob Philpott, Director of Financial Services
Gordon MacFarlane, Deputy CAO and Director of HR & Legal Affairs
Greg Gaudet, Director of Municipal Services
Brian Hawrylak, HR Officer
Members of the Media

Call to Order

The meeting was called to order

Agenda was approved

Peak Traffic hours – City operations

Greg Gaudet, addressed some concerns regarding staff doing work that may delay traffic during peak traffic times during the day. He stated that the incidents reports, the delays were fairly short, within 30 minutes, with the exception of the traffic lights at the end of MacEwen Road, which would have saw an increase in traffic due to the roundabout construction on Granville Street.

Gaudet stated that staff are aware of working with the time frames that may be busier than others and in certain areas. Crews always try to have a flow to traffic if safe and possible, even if it is limited to one lane.

Adjournment

Motion It was moved and seconded;
That The meeting be adjourned.
Motion Carried

Police, Fire & Emergency Planning Committee Meeting

Minutes

November 5, 2019

Present

Mayor Basil Stewart
Deputy Mayor Norma McColeman
Councillor Bruce MacDougall
Councillor Justin Doiron
Councillor Barb Ramsay, Chair
Councillor Greg Campbell, Co-Chair
Councillor Brian McFeely
Councillor Carrie Adams
Bob Ashley, Chief Administrative Officer
Rob Philpott, Director of Financial Services
Gordon MacFarlane, Deputy CAO and Director of HR & Legal Affairs
Dave Poirier, Chief of Police
Brian Hawrylak, HR Officer
Members of the Media

Call to Order

The meeting was called to order

Agenda was approved

Recommendation – No parking in front of Youth Engagement Centre

RECOMMENDATION:

That a total of three parking spots be eliminated on the North Side of Notre Dame Street. Two directly in front of the Youth Engagement Centre and one space just West of the Confederation Trail (Crosswalk) on Notre Dame Street.

SUPPORTING EXPLANATION:

This request has come from staff at the Youth Engagement Centre as they have seen plenty of near misses with pedestrians walking the Confederation Trail walking South on the trail and having issues when vehicles are parked in front of the YEC building causing a blind spot for the pedestrians thus causing a safety concern. The staff at the YEC will be advising clients that there are approx. 25 free

spaces at the rear of the Boys & Girls Club that can be utilized. The following is the report from Technical Services:

“The no parking zone requested should be a minimum of 9 m before and after the crosswalk on Notre Dame at confederation trail. This is for the North side of Notre Dame Street at the crosswalk walk for the confederation trail. As we noted on site, the South side of the street already has no parking the entire area of the street. I hope this helps set the limits to be included in the parking bylaw proposed changes.”

ALTERNATIVES: Leave as is.

ADVANTAGES: It will make this a safer area for pedestrian walking the Confederation Trail southbound.

DISADVANTAGES: None foreseen as there is plenty of parking at the rear of the Boys & Girls Club.

COST/FINANCIAL IMPACT: Approx. \$300 in total for two signs and posts

The Committee recommends that the resolution on this matter be brought forward for Council consideration.

Recommendation – No Parking Jennifer Street cul-de-sac

RECOMMENDATION:

That the cul-de-sac at the very bottom end of Jennifer Street be signed as a ‘**No Parking**’ zone. (Approx. 50 meters)

SUPPORTING EXPLANATION:

Complaints were received from the owners of MacCormack Apt’s as well as some tenants about other tenants continuously parking in the cul-de-sac making it difficult for emergency vehicles to get around in this section along with garbage trucks and school buses. The tenants at 293 & 296 Jennifer St., according to the landlord have designated parking next to their respective buildings so there is no need to use the cul-de-sac for parking and is requesting that the city sign this cul-de-sac as a ‘No Parking’ zone. See report below from Technical Services staff along with aerial photos of this area.

There are cars parking in the paved turn around area. Staff has measured and the full turn around paved area is required for emergency vehicles. It is currently a smaller paved turn area than our standard so no parking should be allowed in the street portion for this location. There are paved off-street parking for these buildings. Future ones will have to be determined on a case by case basis.

ALTERNATIVES: Leave as is.

ADVANTAGES: Safer for emergency vehicles and other large vehicles that need a large turning radius.

DISADVANTAGES: None foreseen.

COST/FINANCIAL IMPACT: Approx. \$450 in total for three signs and three posts. Work will be carried out by Municipal Services staff during regular work hours.

The Committee recommends that the resolution on this matter be brought forward for Council consideration.

Adjournment

Motion It was moved and seconded;
That The meeting be adjourned.
Motion Carried

Financial Services Committee Meeting Minutes

November 5, 2019

Present

Mayor Basil Stewart
 Deputy Mayor Norma McColeman, Chair
 Councillor Bruce MacDougall
 Councillor Justin Doiron
 Councillor Barb Ramsay
 Councillor Greg Campbell
 Councillor Brian McFeely, Co-Chair
 Councillor Carrie Adams
 Bob Ashley, Chief Administrative Officer
 Rob Philpott, Director of Financial Services
 Gordon MacFarlane, Deputy CAO and Director of HR & Legal Affairs
 Brian Hawrylak, HR Officer
 Members of the Media

Call to Order

The meeting was called to order

Agenda was approved

Recommendation – Gas Tax Allocation

Staff recommend that Council endorses that the direct allocation of Gas Tax funding, as detailed in the letter of understanding received from the Province of PEI in January 2019, be allocated as follows:

Fiscal Year	Project	Amount
2019-20	Paving 2019	\$444,090
	Storm Sewer 2019	300,000
	Boardwalk Remediation 2019	300,000
	Sidewalks 2019	262,400
	Pedestrian Crossing Lights 2019	50,000
	Total	\$1,356,490
2020-21	East West Connector	\$1,356,490
2021-22	East West Connector	1,433,775
2022-23	East West Connector	1,433,775

2023-24	East West Connector	1,510,352
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Total Gas Tax Direct Allocation Funding 2019-20 to 2023-24 \$7,090,882

Council was in agreement for the 2020-2021 budget of \$1,346,490 be directed toward the Pope Road and Central intersection.

The Committee recommends that the resolution on this matter be brought forward for Council consideration.

Samaritan's Purse Donation

Deputy Mayor McColeman stated that the Samaritan's Purse organization had provided valuable support and work with Hurricane Dorian and proposed providing the organization with a financial donation.

Council was in full support of providing Samaritan's Purse a donation of \$5000.

Adjournment

Motion It was moved and seconded;
That The meeting be adjourned.
Motion Carried